

STATSPEC

Chief, [REDACTED]

29 May 1953

Chief, Personnel Division (C)

Detail Assignment of Clerk Typists [REDACTED]

STATSPEC

1. Reference is made to your memorandum of 20 May 1953 requesting the detail assignment of four typists for the months of July, August, and September.

2. We regret that it is not possible to comply with your request inasmuch as the majority of the provisionally cleared employees are actively engaged in testing and training activities. Those few provisionals who have completed training and are awaiting full clearance can, in some cases, be given "secret" clearance from two to three weeks before receiving full clearance. The offices to which those employees are assigned, however, are experiencing difficulties similar to those experienced in your division viz., temporary vacancies due to maternity and other types of leave, and upon receipt of full or even "secret" clearance are eager to get their employees.

3. Paragraph 3 of your memorandum reads: "As the Division may not double-encumber positions for the purpose of leave taking..." We would like to point out that while slots may not be double-encumbered for routine leave, it is permissible to double-encumber in maternity cases. Also it is anticipated that a regulation will be issued very shortly permitting establishment of identical-additional positions to take care of maternity absences.

4. While we cannot comply with your immediate request, our Interim Assignment Branch located at [REDACTED] will be glad to assist you at any time with any material (clerical) of an unclassified nature.

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